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**From:** Moor, Jonathan  
**Sent:** May 13, 2021 3:45 PM  
**To:** Vanier, France <France.Vanier@cbsa-asfc.gc.ca>  
**Cc:** Mckinnon, Josée <Josee.Mckinnon@cbsa-asfc.gc.ca>; Groulx, Mekena <Mekena.Groulx@cbsa-asfc.gc.ca>; Somers, Samantha <Samantha.Somers@cbsa-asfc.gc.ca>  
**Subject:** RE: FOR URGENT APPROV: Q-675 Credit Cards

Bonjour France

Thanks for the update. Given that the individual is still an employee we need to follow up with HRB, to ensure that the amount owing to the CBSA is fully recovered.

Merci beaucoup,

Jonathan

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**From:** Vanier, France <France.Vanier@cbsa-asfc.gc.ca>  
**Sent:** May 13, 2021 3:05 PM  
**To:** Moor, Jonathan <Jonathan.Moor@cbsa-asfc.gc.ca>  
**Cc:** Mckinnon, Josée <Josee.Mckinnon@cbsa-asfc.gc.ca>; Groulx, Mekena <Mekena.Groulx@cbsa-asfc.gc.ca>; Somers, Samantha <Samantha.Somers@cbsa-asfc.gc.ca>; Vanier, France <France.Vanier@cbsa-asfc.gc.ca>  
**Subject:** FW: FOR URGENT APPROV: Q-675 Credit Cards

Jonathan,

We are doing further analysis on this case. This case is pending since 2019. From our preliminary analysis, it seems that this case went to Labour relation as there were other related issues. The case was then sent to HR for a salary recovery, however when we looked at the vendor account in our financial system, we don't see any recoveries.

We have the PRI and we are doing investigation to see if there were salary recoveries done through Phoenix that would have been. Note that this employee is still at CBSA.

Once confirmed, we will take proper actions to close this file.

France

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**From:** Moor, Jonathan <Jonathan.Moor@cbsa-asfc.gc.ca>  
**Sent:** May 13, 2021 11:06 AM  
**To:** Groulx, Mekena <Mekena.Groulx@cbsa-asfc.gc.ca>  
**Cc:** Somers, Samantha <Samantha.Somers@cbsa-asfc.gc.ca>; Vanier, France <France.Vanier@cbsa-

[asfc.gc.ca](mailto:asfc.gc.ca)>

**Subject:** RE: FOR URGENT APPROV: Q-675 Credit Cards

Hi Mekena

I am happy to approve this response.

France – in the case of the unpaid balance of \$4,378 why didn't we take the money from the individual's pension as a debt owed to the Crown?

Thanks

Jonathan

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**From:** Groulx, Mekena <[Mekena.Groulx@cbsa-asfc.gc.ca](mailto:Mekena.Groulx@cbsa-asfc.gc.ca)>

**Sent:** May 13, 2021 8:26 AM

**To:** Moor, Jonathan <[Jonathan.Moor@cbsa-asfc.gc.ca](mailto:Jonathan.Moor@cbsa-asfc.gc.ca)>

**Cc:** Somers, Samantha <[Samantha.Somers@cbsa-asfc.gc.ca](mailto:Samantha.Somers@cbsa-asfc.gc.ca)>

**Subject:** FOR URGENT APPROV: Q-675 Credit Cards

Good morning Jonathan,

Your approval is being requested for FCMB's proposed response to Written Question 675, regarding government-issued credit cards.

As of May 3, 2021\*:

- a) The CBSA has a total of three credit cards that are past due
- b) for a total of \$1,627.99.
- c) Not applicable (whether they were assigned to ministers, parliamentary secretaries, or ministerial exempt staff)

Since January 1, 2017:

- d) The CBSA has had 14 instances where its credit cards were defaulted on
- e) for a total of \$16,808.38.
- f) One transaction has yet to be recovered for a total of \$4,378.81.
- g) Not applicable (same as c)

To note, the third party system used to collect the information for the first part of the question does not allow us to backdate a report, so we can only provide the information for the day the report was run.

This has been noted as a limitation to our response.

The details of these balances can be found in the attached Annex.

Please let me know if you have any questions or concerns.

Merci,

Mekena Groulx

Correspondence Officer, Vice President's Office  
Finance and Corporate Management Branch  
Canada Border Services Agency / Government of Canada

[Mekena.Groulx@cbsa-asfc.gc.ca](mailto:Mekena.Groulx@cbsa-asfc.gc.ca) / Cell

Agente à la correspondance, Bureau du vice-président  
Direction générale des finances et de la gestion organisationnelle  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Mekena.Groulx@cbsa-asfc.gc.ca](mailto:Mekena.Groulx@cbsa-asfc.gc.ca) / Cell:

Name of organization
Canada Border Services Agency

## STATEMENT OF COMPLETENESS

### RESPONSE TO WRITTEN QUESTION, Q-675

Name of Parliamentarian : Mr. Dreeschen

Constituency : Red Deer—Mountain View

Date of Inquiry: April 28, 2021

A) 1. Briefly describe records, analysis and consultations on which the proposed response is based:

We reviewed a third-party system which holds the information for our credit card transactions.  
We reviewed our internal general ledger to verify money owed.  
We reviewed our vendor accounts to verify that the monies owed were recovered. Information for ministers, parliamentary secretaries, or ministerial exempt staff would be reported by Public Safety Canada.  
We considered a travel card being past due after 60 days as this is the negotiated term of payment.  
We considered that a travel credit card become defaulted at 120 days when Government becomes accountable

Lead official: France Vanier, Executive Director, Corporate Accounting

2. Were publicly available documents used to draft the response?

Yes

No

If yes, please list titles and dates below:

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☒

B) Describe any limitations, considerations and/or data quality statements that apply to this response (include applicable section of Access to Information Act):

Yes

No

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☐

Limitations that apply to the data quality are:

- ARI and acquisition card were not considered as they are paid timely by CBSA directly, therefore never past due or at default. Only travel cards were looked at and included in the response;
- monies owed that may have been coded under an incorrect General Ledger;
- the information in section a) and b) was obtained based on a different date (May 3, 2021) than the one requested as the system where we extract the information could not backdate the information;
- only the amounts not recovered by an employee were considered for f).
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C) Have information or documents relevant to this response been disclosed publicly, in any manner (e.g. access to information request or request from the Library of Parliament)? If yes, please identify relevant documents and explain any differences in the proposed response.

Yes

☐

N/A

☒


Attestation:

As the Designated Senior Official for

**Canada Border Services Agency**

I attest that the information contained in the proposed response, based on the records and limitations described in this Statement of Completeness, is accurate and as complete as possible.

Jonathan Moor  
Signature

May 13, 2021  
Date

Jonathan Moor	Vice-President, Finance and Corporate Management Branch
Name of Designated Senior Official	Title